

## BOARD OF SELECTMEN

Tuesday, March 12, 2019

The Board of Selectmen met on Tuesday, February 26, 2019 at 7:00 a.m. at the Town Hall (Clark Room). Those present were Chairman Nathan Brown, Kate Reid, Luke Ascolillo, and Alan Lewis. Kerry Kissinger joined the meeting by remote participation via Skype.

Note: In accordance with OML requirements for Remote Participation all votes taken during tonight's meeting shall be by roll call vote.

### ***Board deliberations and vote for Fire Chief:***

**Background:** Fire Chief David Flannery's announcement of his retirement effective 12/31/18, the Board of Selectmen appointed a Fire Chief Search Committee (FCSC) in July 2018. The Fire Chief Search Committee members include Selectman Nathan Brown, Selectman Alan Lewis, Police Chief John Fisher, Deputy Fire Chief Burt Rubenstein, Firefighter Matthew Herweck, Town Administrator Tim Goddard and Carlisle resident Marc Wey. The FCSC retained Municipal Resources, Inc. (MRI) to assist with the recruitment effort. MRI assisted the search committee by drafting a job description, position profile and advertisement for the position. The FCSC met with members of the Fire Department in August to determine the attributes the CFD was seeking in a new Chief. There were 30 initial applicants – MRI screened those applications for the minimum qualifications and that number was reduced to 15 applicants. Those 15 were invited to submit written responses to four essay questions and 11 candidates did so. After scoring the essay questions, MRI conducted telephone interviews with the 11 candidates and recommended that 5 candidates advance to the Assessment Center process which was conducted on December 20, 2018. The FCSC met with MRI on December 27th to review the results of the Assessment Center. On January 3rd and 16th the FCSC interviewed three candidates for Fire Chief. On January 31st, the FCSC met and formally voted on three finalists for the position.

Note: One of the finalists withdrew their application.

On March 7, 2019, the Board of Selectmen conducted the Fire Chief interviews with two of the selected finalists. The finalists that were interviewed were:

1. **Bryan Sorrows** a member of the Carlisle Fire Department since 2000, serving as both a firefighter and EMT.
2. **Colin Shea** with the Hollis Fire Department since 2012 and serves as a Lieutenant with the Brookline Fire Department and the Saint Michael's Fire and Rescue as a trainer.

Alan Lewis expressed his support for the appointment of Colin Shae based on experience, educational background and assessment scores.

Nathan Brown commented that he received many emails and phone calls in support of Bryan Sorrows from the public and from the Fire Department. Mr. Brown agreed that both candidates are extremely qualified for the position. His decision is based on giving an opportunity to someone who comes from town and from with the Fire Department.

Kate Reid agreed that Colin Shae looked the best on paper but the public's clear preference is for Bryan Sorrow. Ms. Reid explained that because both candidates are fully qualified for the position she would prefer to defer her vote until after hearing from the other members at which time she will vote with the majority to show support for the selected candidate.

Luke Ascolillo also received a significant number of emails from residents and from the department all in support of Bryan Sorrows. He agrees with Mr. Brown about giving an opportunity to someone who's been with the department.

Kerry Kissinger agreed that the town is very fortunate to be selecting between the two extremely qualified candidates. Mr. Kissinger stated this support for Bryan Sorrow

On the motion made by Luke Ascolillo and seconded by Kate Reid, it was **VOTED [4-1]** to appoint Bryan Sorrows as the permanent full-time Fire Chief of Carlisle, subject to a successful pre-employment physical, background check, and contract negotiations.

ROLL CALL VOTE: *K. Kissinger-Aye, K. Reid-Aye, N. Brown-Aye, L. Ascolillo-Aye and A. Lewis-Nay.*

The Board thanked Burt Rubenstein for his continued service serving as the Interim Fire Chief since December.

### ***CHNA-15 Grant Update:***

The Board of Selectmen met with Health Agent Linda Fantasia on behalf of the Carlisle Board of Health, Council on Aging Director David Klein and Town Planner George Mansfield for a mid-point progress report on the Community Health Needs Assessment (CHNA) Implementation Grant. The CHNA grant was awarded in the amount of \$30K to fund projects geared towards improving the overall quality of life for Carlisle residents. Three key projects were selected to initiate significant change for the Carlisle community.

#### Public Health Nurse

Budget: \$10,080

Carlisle Health Agent Linda Fantasia explained that Emerson Hospital Home Care (EHHC) was selected by the Public Health Nurse (PHN) Advisory Group with Tricia McGean, R.N assigned to the Town of Carlisle. The contract was signed with EHHC in August for the period September 1, 2018 through August 31, 2019.

"Ask A Nurse" sessions are held on the third Monday of each month at Carlisle Town Hall. Residents can drop in to speak with the Public Health Nurse on health related questions. Blood pressure clinics are also provided at the Council on Aging Men's Breakfasts and Monthly Luncheons.

A number of health education programs are already in the planning stages including a "Teddy Bear Tick Check" for younger children, a workshop on teenage Vaping for Middle School Parents and collection of data on local incidences of tick-borne diseases for the Carlisle Lyme Disease Subcommittee which will be followed by an educational program in April.

Since its inception in September 2018, the Public Health Nurse program has had a direct and measurable effect on the well-being of residents. As the program becomes more familiar to the Carlisle community, additional opportunities will present themselves.

#### Transportation Options

Budget: \$5,000

Council on Aging Director David Klein explained that a Transportation Advisory Group (TAG) was formed over the summer of 2018. The purpose of the project was to address a lack of public transportation in the community by testing and exploring current assumptions and seeing what works for future transportation planning.

In December the TAG proposed to hire Lyft for a pilot program to offer a \$10 per ride subsidy up to four rides per month for residents 60 years of age and older, residents with transportation challenges and/or disabilities.

The rider pays an initial \$2 plus any cost above the subsidy. The COA provides a "Concierge Service" for residents unable to make their own reservations; a portion (\$1000) of the Transportation Budget has been set aside to cover this additional cost. The program is targeted to start in February. Additional rides per month can be made available depending on individual circumstances. The rides are restricted to a 55 mile radius from Carlisle. Unlike the current Carlisle Transportation Services, the service would be available 24 hours a day 7 days a week. Rides are not restricted to medical appointments but can be used for social purposes. On January 22, 2019, the Town of Carlisle signed a contract with Lyft which is being advertised locally.

Council on Aging will collect data on usage and ridership. A maximum of \$4000 in grant funding would be provided as a subsidy with the remaining \$1000 to help offset the costs of the Concierge Service and other town costs associated with promoting the program.

Intergenerational Community Center (ICC) Study  
Budget: \$12,000

An initial planning committee met in September to begin work on a Request for Proposals (RFP) for Feasibility Study for Intergenerational Community Center (ICC). An ICC Advisory Group consisting of representatives from the School Committee, Recreation Commission, Board of Health, Council on Aging, Selectmen and Planning Board was established in October.

In October an RFP was issued seeking bidders to prepare a feasibility study to assess space needs, develop site planning and building layout options, and engage the community. A total of seven companies submitted proposals, three were invited to interview and two companies accepted the invitation.

In November, the ICC Advisory Group selected Abacus Architects and Planners to conduct the study and a Scope of Work was developed in December and a contract signed in January. A facilitator from the Advisory Group was appointed to be the primary town contact for Abacus and to coordinate schedules and activities. In December the Recreation Commission suggested considering an alternate site on Spalding Field adjacent to the school. Two meetings were held with the School Committee. The School Committee decided it was in the best interest of the School to retain the entire field area for school athletics and activities thereby eliminating this option from the study. The School Committee reaffirmed its support of a community center which could supplement recreational activities currently held on the school campus.

In January Abacus began reaching out to interested municipal departments and organizations to gather more detail on programs to be housed in the ICC in order to develop concept plans and preferences on design. This work is ongoing under the supervision of the ICC Advisory Group and Abacus. A spring time frame has been set for the final report and/or presentation at town meeting.

The deadline for the Grant Implementation is August 31, 2019

***Proposed Management of Center Park:***

Proposal by Alison Saylor, Certified Master Gardener, MMGA

Ms. Saylor explained that she has been in discussion with Selectman Kerry Kissinger about her proposal for management of Center Park to keep the park both well maintained and well used by the community by offering free gardening classes to the Carlisle Community with Center Park taught by Master Gardeners. Classes would be offered through the Council on Aging and Recreation Commission from April thru October. Center Park will be weeded, pruned, edged and groomed to keep it well maintained as a public space.

DPW will handle mowing, tree work, snow removal, and irrigation oversight. The park garden beds will be maintained by a defined outreach project of the Massachusetts Master Gardeners. In this project, certified MMG

gardening experts will conduct free, educational gardening classes and workshops during the growing season. These monthly classes are being jointly organized and advertised by the Carlisle Council on Aging and the Carlisle Recreation Commission, with additional community groups –such as the 4H, Scouts and school groups – invited to further assist in supervised weeding and bed maintenance.

A public community-wide spring clean-up and a fall clean-up of the park will be organized with the help of the Carlisle Garden Club.

Park management will be coordinated first by a community-based steering committee, which will evolve into a nonprofit, 501(3)(c) “Friends of Carlisle Center Park” corporation by December 31, 2019. At each stage, this group will be authorized by the Selectmen to create guidelines and a schedule of activities to encourage community use of the park. The group will also develop a new Carlisle Center Park website. Note that the outreach project from the MMGA has been approved; able and willing volunteers have been identified to create and staff both the steering committee and the Friends organization.

Expenses and Future Funding - As Carlisle Center Park is an established garden, few expenses are anticipated. The DPW will use the existing Center Park funds as needed to hire outside experts, such as arborists, when needed. All other horticultural advice and consultation can come from the volunteers, including certified Master Gardeners as well as interested members of the community. Funding for replacement plants, mulch, irrigation upgrades or website fees should be minimal, and will come from the Friends’ fundraising efforts.

Benefits to the Carlisle Community – this proposal would create a long-term, sustainable solution by using volunteers rather than paid professionals to maintain the garden beds. Using the site as a “Living Classroom” will create a welcoming space for increased community engagement. The Friends of Carlisle Center Park will assume the burden of park fundraising and event management.

A full copy of the PowerPoint presentation is attached.

Proposal by Sabrina Perry, Founder of Center Park

In order to continue the partnership between the Town of Carlisle and the community of donors, Friends of Carlisle Center Park, it is proposed for the coming two years that:

1. The Town of Carlisle provide continuation of the management of Center Park funds by the Town Administrator.
2. Support from the Friends of Carlisle Center Park and the business community be secured for professional maintenance of Center Park.

Funds donated and pledged up to January 9, 2019:	\$12,000
Reoccurring donations \$3,000/year	\$ 6,000
Town continue to provide support: \$3,000/year	\$ 6,000

3. The Town of Carlisle hire professional Groundskeeper, Tim Malone, for Center Park, starting March 2019.

The funds and pledges on hand, when matched by yearly support from the Town, would continue the partnership of the donors, Friends of Carlisle Center Park, and the Town of Carlisle in providing for two years upkeep of Center Park.

This proposal is consistent with the 2018 fundraising drive that assured the donors professional care of Carlisle Center Park. The fundraising drive for four year care of Carlisle Center Park was initiated in June

2018 with a goal of raising \$50,000. During the first six months, the drive succeeded to raise \$12,000 in donations and pledges. The donations were made for professional maintenance of Carlisle Center Park, and in particular, the pledges are conditioned on providing professional maintenance for Carlisle Center Park.

Mr. Kissinger confirmed that the proposal submitted by Ms. Perry is very similar to her previous proposal. This proposal involves Town funding along with continued donations from the Friends of Center Park and the business community. Ms. Perry's reference to the "Friends of the Park" is her designation of those citizens who have contributed funds to support the Park. There currently is no "Friends of the Park" organization or not-for-profit corporation. The proposal involves the hiring of a professional groundskeeper to care for the park. The park would stay exactly the way it is now under this proposal.

Mr. Kissinger suggested that the Board of Selectmen consider refunding donations for Center Park if requested because Ms. Perry's proposal suggests that they were conditioned on providing professional maintenance of the park.

Mr. Kissinger took the opportunity to express his gratitude to Ms. Perry for the creation and development of the Center Park over the past 12 years further stating that Center Park would not be what it is today without Ms. Perry.

After careful discussion, it was the consensus of the Board to support the proposal as submitted and presented by Alison Saylor which is consistent with Board's decision to require a sustainable proposal for management of the Center Park.

It was further agreed that a steering committee will be established to work with Town Administrator for purposes of drafting a management contract for Center Park to be approved by the Board of Selectmen.

### ***Review of proposed Town Meeting warrant articles:***

#### **Citizens' petition re -Amend Sec. 10.1 of General Bylaws re: Hunting:**

PowerPoint presentation by George Vendura and Jeannie Geneczko

Existing:

10.1.1 No person shall hunt, fire or discharge any firearms or explosives of any kind within the limits of any highway, park or other public property, except with the written permission of the Board of Selectmen, or such other town officer or officers as they may designate from time to time.

Proposed Change:

10.1.1 No person shall ~~hunt~~ fire or discharge any firearms or explosives of any kind within the limits of any highway, park or other public property, except with the written permission of the Board of Selectmen, or such other town officer or officers as they may designate from time to time.

The citizen petition proposes a change to add a new section 10. 1. 2- "No person shall hunt within the limits of any highway, park, or other town-owned land."

"No" vote at Town Meeting to the proposed bylaw revision would keep the existing bylaw, which gives the Selectmen the authority to decide if hunting on town-owned lands is permitted.

"Yes" vote would stop the local archery deer-hunting season that the Selectmen allowed on five town parcels this past winter.

A full copy of the PowerPoint presentation is attached.

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#### Citizens' petition re: 21-23 Bedford Rd – Easement for Nitrogen loading credits

Eric Adams and Angus Beasley owners of 21–23 Bedford Road have submitted a citizen petition for a Warrant Article at the Annual Town Meeting seeking an easement from the town for nitrogen loading credits from the town-owned parcel a/k/a Center Park to enable a larger septic system. Mr. Adams explained that the property was purchased a few years ago with the intention of restoring it but the deterioration of the building was cost preventative.

Mr. Adams described potential plans to move a portion of their business currently located at 669 Bedford Road to 21–23 Bedford Road and make it into a mixed-use building. The property does not have enough acreage to meet state regulations for Title 5 compliance for the uses they are considering. It was further explained that constructing a larger septic system on the property would be difficult which why they have submitted the citizen petition to use nitrogen credits from the adjacent town-owned parcel Center Park. The nitrogen credits will allow a larger septic system for additional uses which would evolve over time.

Health Agent Linda Fantasia explained that the state sets the maximum nitrogen loading on a parcel. If a lot does not have enough acreage to support the septic system design, the property owner can seek a nitrogen credit on an adjacent lot in the form of an easement. If the nitrogen credit were granted, the town could not put in a septic system at Center Park.

Luke Ascolillo explained that he was not comfortable granting a request for nitrogen credits without knowing the final plans for the property.

Kate Reid stated that she supports progress with regards to the property at 21–23 Bedford Road but agreed with Mr. Ascolillo concerns about being more specific.

David Freedman respectfully reminded that the Board of Selectmen that the Citizen's Petition is requests that the town vote to authorize the Board of Selectmen to grant the easement. The Board of Selectmen will have another opportunity discuss the final plans for property after the town meeting vote.

#### CCRSD-Access road reconstruction and parking at CCHS

CCRSD Superintendent Laurie Hunter made a presentation on the Concord-Carlisle Regional School Committee (RSC) Warrant Article requesting funds for work that includes reconstruction of the access road and the creation of 104 parking spaces. The estimated cost for both projects is approximately \$2 Million

- Access road reconstruction is estimated at \$1,224,812
- Parking spaces estimated at \$790,903.

Access road reconstruction would include repairing damaged, cracked and uneven pavement at the Walden Street and Thoreau Street entrances, replacing sidewalks and curbing and installation of lighting.

A full copy of the PowerPoint presentation is attached.

#### Planning Board zoning articles (Marijuana, ROSC.), Master Plan funding

PowerPoint presentation by Planning Board chair Peter Gambino

Planning Board chair Peter Gambino explained that the town will be asked to vote twice to amend Town of Carlisle Zoning Bylaws regarding recreational marijuana establishments.

Two amendments proposed for Recreational Marijuana facilities:

- Town-wide ban on all facilities
- Limitation to one cultivator and one craft co-operative only, with location possible only in business districts outside of Town Center.

Will not apply to personal use of marijuana

Will not apply to medical marijuana facilities; however some revisions to Zoning Bylaw Section 5.10 may be required to address any Zoning Bylaw amendments that are adopted concerning recreational marijuana facilities.

Planning Board is asking for a total of FOUR votes from the Town:

2 Votes at the May 29<sup>th</sup> Annual Town Meeting (Requires 2/3rds Majority)

- Adopt By-Law to completely Ban Recreational Facilities in the Town Of Carlisle.
- Adopt By-Law to limit the establishment and placement of Recreational Facilities in the Town of Carlisle.

2 Votes on the May 7<sup>th</sup> Town Ballet (Simple Majority)

- Vote that the town wishes to have a full ban on recreational Marijuana Facilities.
- Vote that the town wishes to have a partial ban on recreational Marijuana Facilities.

If Votes for Full Ban pass at both Town Meeting and on the ballot: A zoning bylaw specifying a complete ban of recreational facilities will be submitted to the Massachusetts AG.

If Either vote for a Full Ban fails, and votes for the partial ban both pass: A zoning bylaw specifying a partial ban of recreational facilities will be submitted to the Massachusetts AG.

If Either of the Full votes fail, and either of the Partial votes fail, or they all fail: The local laws will revert to the State Statutes with licensing and host agreement negotiation being the only tools to set terms.

A full copy of the PowerPoint presentation is attached.

#### Carlisle Household Recycling Committee – Pay-as-You-Throw (PAYT)

PowerPoint presented by Claude Von Roesgen on behalf of the Carlisle Household Recycling Committee

The Household Recycling Committee has submitted a Warrant Article to adopt a Pay-as-You-Throw (PAYT) system for the Transfer Station. PAYT program would be a pay-per-bag system with the price of the bag reflecting the cost to dispose of waste.

The Carlisle Household Recycling Committee Proposal

1. Transfer Station stickers are free
2. 20 free 33-gallon bags per household per year (or equivalent number of 8- or 15-gallon bags)
3. Special PAYT trash bags with town seal bought at Ferns, priced at a rate of 10 cents per gallon

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4. Charges for bulky items e.g., couches, TVs, dishwashers, etc.
5. Stop accepting construction and demolition materials

The proposal is that Transfer Station stickers and a supply of twenty 33-gallon bags would be allotted to each household per year. More bags could be purchased if needed. The Carlisle Household Recycling Committee goal is to reduce the amount of solid waste.

This Article is advisory to the Board of Selectmen and asks them to develop a PAYT system for the transfer station that meets the Mass DEP standard for PAYT and would qualify the Town of Carlisle for associated grants. The Pay-As-You-Throw system is one in which residents pay user fees for the amount used - much like the way we use and pay for electricity, oil, or gas. Carlisle's PAYT program would be based on a pay-per-bag system. The price of the bag or sticker reflects the cost to dispose of the waste. Neither education nor enforcement has been shown to yield the improvement of community-wide waste reduction brought about by simply charging a user fee on a per trash bag basis

A full copy of the PowerPoint presentation is attached.

### ***3<sup>rd</sup> ATM Coordination meeting with BoS/FinCom/LTCRC/MFC/Moderator/Town Clerk***

#### **FY20 Operating Budget Update (w/COLA)**

Finance Committee chair Victor Liang presented the Board of Selectmen with an update on the FY20 Budget Planning Process:

FY20 Guidance: \$29,301,655 (+4.04%) before Long Term Caps, Long Term Debt (include 2% COLA estimate)

Outstanding items requiring further discussion and input from the Board of Selectmen: \$96,605.

Library (\$1,200) to meet MAR  
Group Insurance & Medical  
Police Negotiations  
Vocational School (other students?...late March)  
Carlisle School Negotiations  
Bus Contract/Decision on CPS \$33k request

Warrants identified as of 3/12/19: \$2,220,000.

#### **DPW:**

Construction funds for critical safety measures at crosswalk on Bedford Road	\$50,000
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#### **Recreation:**

Spaulding Field	\$20,000
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#### **Municipal Facilities:**

Police Station	\$725,000
DPW/Town Hall	\$290,000

#### **Fire Department**

Remediation of contaminated soil	\$100,000
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#### **Treasurer/Collector**



Financial Consulting	\$3,000
OPEB/GASB Valuation	\$3,000
<u>Planning Board</u>	
Master Planning Process	\$160,000
<u>Carlisle Public School</u>	
Parking Lot	\$250,000
<u>CCRS</u>	
Safety & Parking Lot Expansion	\$600,000
<u>Town Hall</u>	
Town Maps/GIS Updates	\$10,000
<u>Council on Aging</u>	
Social Services Counseling	\$6,500

Kate Reid stated that the Municipal Facilities Committee has revised the warrant article for the Police Station renovation (\$864,742)

Long Term Caps (\$372,413):

- Recurring Requests: \$159,000
- Non-recurring Requests: \$213,413

Draft policy re: personnel changes

### **Procedures For Personnel Board Requests**

All requests must be submitted no later than September 15<sup>th</sup> in order that there is adequate time for the Personnel Board to act upon the request so that if there is a financial aspect to the request it can be evaluated by the Selectmen/Finance Committee during the budget development process for the fiscal year beginning the succeeding July 1<sup>st</sup>.

All requests must be submitted by an Appointing Authority in writing to the Personnel Administrator. Examples of Personnel Board requests include the following: approval of new positions, changes in hours, changes in job description, changes in position grade, etc.

All requests must be accompanied by a clear rationale and clearly documented supporting data. A need for additional hours may be due to new tasks being assigned to the position, increased activity documented over a period of three years (permits, applications, etc.), a change in structure due to new programs, or a change in overall operating hours.

All requests must initially be submitted to the Personnel Administrator who will review the request and may request additional information if needed. If additional information has been requested but not received by the Personnel Administrator no action will take place. The Personnel Administrator will also present the request to the Board of Selectmen for their review/recommendation.

The Personnel Administrator will forward the request with his/her recommendation to the Personnel Board within 15 days of submittal of all requested information.

The Personnel Board will place the request on their next agenda.

The Personnel Board will hear the request and the recommendation of the Personnel Administrator. They will evaluate the request and make a determination. The Personnel Board may request and the Department Chair or designee may offer additional information. Should the Board take no action within thirty days after such meeting the request will be deemed denied.

When the request is approved by the Personnel Board the recommendation will be referred to the Finance Committee and/or the Board of Selectmen as necessary. All requests approved by the Personnel Board that have a financial impact are subject to budget availability and the concurrence of the Board of Selectmen and Finance Committee

Requests for additional hours due to an emergency or temporary need are not subject to this procedure will be handled separately.

Upon the suggestion of Vanessa Brown from the Personnel Committee to it was agreed to change the submittal request date from September 15<sup>th</sup> be changed to August 15<sup>th</sup>.

### ***Hearing: Exercise of Right of First Refusal (ROFR) - 108 Stearns Street***

Nathan Brown opened the hearing to take public input regarding whether or not the Board of Selectmen should vote to exercise their Right of First Refusal (ROFR) under MGL Ch. 61B for parcels 14-17-21 (108 Stearns Street – approximately 8.0 acres) and 14-14-2 (0 Stearns Street – approximately 2.0 acres) for the purchase price of \$1.8 million.

Luke Ascolillo stated that because there is no plan for the potential use of the property he would not be in support of the purchase of this property at this time.

Kate Reid commented that there isn't enough municipal land available for the future needs of the Town and its important to have land that isn't bound up with use restriction.

Nathan Brown would support the purchase of the property if there was a plan for the potential use of the property.

Alan Lewis explained that the only use he could come up to purchase the property would be for a land swap.

Peter Gambino (Planning Board) agreed with Kate Reid that Town has a unique opportunity to purchase unrestricted land which could be financed by selling off some of the lots.

Town Planner George Mansfield stated that in his 23yrs working for the Town he has never seen a more attractive piece of property for the price.

Brian Cruise (Rodgers Rd) explained that the existing road is too narrow to build a municipal or town building. He feels a few houses would not change the neighborhood.

Mark Rivero (Stearns Street) feels the town should wait until after the Master Planning process is complete. He agrees with Selectman Acolillo comments earlier.

Charlie Schiappa (Stearns St) stated that this is a once in a lifetime chance for the Town to pick up a beautiful piece of property and make a real contribution to the community and build affordable housing for Firefighters and other town employees that cannot afford to live in the Carlisle.

Kathleen MacDonald (Nowell Farme Rd) would like to see the go to a Town Meeting vote. She agrees with the statements made by Mr Schiappa and believes there is an opportunity to build something in good taste with the existing neighborhood and value to the Town.

David Freedman (Hutchins Road) commented that the Board of Selectmen could have received more public input had they not met in Executive Session and questioned whether the selectmen met the legal criteria to discuss the matter in Executive Session.

Town Administer Timothy Goddard stated that the board met with Town Counsel in Execution Session for the purpose of discussing the real value of land which meets the criteria.

Nathan Brown agreed with that more public input would have been helpful.

On the motion made by Luke Ascolillo and seconded by Kate Reid, it was unanimously **VOTED** not to exercise the town's Right of First Refusal (ROFR) under MGL Ch. 61B for parcels 14-17-21 (108 Stearns Street).

ROLL CALL VOTE: *K. Kissinger-Aye, K. Reid-Aye, N. Brown-Aye, L. Ascolillo-Aye and A. Lewis-Aye.*

### ***Review of draft Annual Town Meeting/Election warrant***

The Board of Selectmen met with Town Moderator Wayne Davis and Town Clerk Mary DeAlderete

Mr. Davis presented the board with a re-prioritized list of warrant articles for the April 29<sup>th</sup> Annual Town Meeting as follows:

- 1 – Consent Agenda:
- 2 - Town Reports
- 3 - Salaries of Elected Officials
- 4 – Actuarial Valuation of Post-Employment Benefits
- 5 – Revaluation
- 6 – Real Estate Tax Exemption
- 7 - FY 2020 Chapter 90 Authorization
- 8 - Department Revolving Funds Authorization
- 9 – PEG (Public, Educational, Government) Local Access Appropriation
- 10 - Fiscal Year 2019 Budget Transfers
- 11 – FY20 Operating Budget:
- 12 – Special Appropriations:
- 13 – Funding for Town Master Plan - \$160,000
- 14 – Town of Carlisle Complete Streets and Crosswalk Safety Enhancements
- 15 – Capital Funding - Technology:
- 16– CAPITAL EQUIPMENT:
- 17 - MUNICIPAL FACILITIES:
- 18 – Fund Fuel Spill Remediation:
- 19 – Police Station Renovation Project:
- 20 – Amend the Carlisle Zoning Bylaws/Ban Commercial Marijuana Sales:
- 21 – Amend the Carlisle Zoning Bylaws /Recreational Marijuana Facilities
- 22 – Amend the Carlisle Zoning Bylaws re: Medical Marijuana Medical Marijuana Bylaw Amendments
- 23 - Public Safety Communications Equipment Tower Lease:
- 24 – CPA Annual Recommendations:
- 25 – Amend the Carlisle Zoning Bylaws re: Section 5.12, Residential Open Space Community
- 26 – Authorize solar facility lease(s), PILOT Agreements, easements for Transfer Station & CPS parking lot:
- 27 – Amend the Carlisle Zoning Bylaws – Section 5.8, Revisions to Solar District:
- 28 – SCHOOL PARKING LOT RESURFACING PROJECT
- 29 – Resolution regarding support for Pay-As-You-Throw (PAYT) solid waste disposal system
- 30 – Amend General Bylaws - new section re: Right to Farm bylaw:

- 31 – Accept MGL Ch. 140, s. 139, no dog license fee for residents over age 70:
- 32 – Amend General Bylaws – Section 12.1, add to list of scenic roads:
- 33 – Funding for Spalding Field Study - \$20K:
- 34 – Concord-Carlisle Regional School District Capital Project:
- 35 – Vote to dissolve Carlisle Housing Authority
- 36 - Amend General Bylaws - Sect 3.26, change designation from Housing Authority to Affordable Housing Trust:
- 37 – Citizen Petition re: Easement from Town for nitrogen loading credits
- 38 – Citizens’ Petition to Amend General Bylaws Section 10.1:

The board discussed whether to amend the warrant language proposed by the Household Recycling Committee to read:

o Resolved that Town Meeting supports the creation of a plan and timeline to evaluate and implement fiscally responsible solutions for increased recycling and waste reduction, including evaluating the strategy of “Pay-As-You-Throw (PAYT).

The Board also discussed the CCRSD sponsored capital article to reconstruct the access road and build a new parking lot at Concord-Carlisle High School which appears on both the Carlisle and Concord Annual Town Meeting Warrants.

It was agreed by the board to contact the Town of Concord to request that the warrant article be presented to Town Meeting in two separate motions to give residents the opportunity to debate both elements of this capital project independently.

Nathan Brown explained that the Board of Selectmen will take positions on all warrant articles at the first meeting in April

### **Cemetery Deed # 730**

On the motion made by Luke Ascolillo and seconded by Alan Lewis, it was unanimously **VOTED** to transfer land in the public burial ground to Nicholas and Susan Shaw (105 Captain Wilson Lane) at Green Cemetery Lot D-19, Graves 1, 2, 3 and 4.

ROLL CALL VOTE: *K. Kissinger-Aye, K. Reid-Aye, N. Brown-Aye, L. Ascolillo-Aye and A. Lewis-Aye.*

### ***Town Administrator’s Report***

#### **1-Eagle Scout Project – Bicentennial markers**

Eagle Scout Richard Chuang has requested \$300 to continue his project to restore historical bicentennial markers around Town. The Board funded the first 18 markers last year for approximately the same amount.

#### **2- Resignation from Conservation Commission – Steven Smith**

The Board of Selectmen received a letter of resignation from Steven Smith of the Conservation Commission. The Commission has had an expression of interest from a former Board member but is advertising the vacancy currently.

#### **3-Appointment to Agricultural Commission**

The Agricultural Commission is recommending that the Board appoint Steve Hubermann as a full voting member of the Commission.

On the motion made by Luke Ascolillo and seconded by Alan Lewis, it was unanimously **VOTED** to appoint Steve Hubermann as a full voting member on the Agricultural Commission with a term expiring on June 30, 2019.

ROLL CALL VOTE: *K. Kissinger-Aye, K. Reid-Aye, N. Brown-Aye, L. Ascolillo-Aye and A. Lewis-Aye.*

#### **4-Planning Board public hearing re: Solar Zoning Overlay district**

The Planning Board public hearing on the extension of the solar overlay district to the CPS campus will be held on March 25, 2019.

#### **5- FY20 Chapter 90 allocation**

FY20 Chapter 90 allocation letter from Governor Baker's office states that the Town of Carlisle is slated to receive \$252, 738 in Chapter 90 funds for roadway projects for FY20.

#### **Upcoming Meetings:**

March 26, 2019 – Finalize FY20 Budget recommendations/inclusion of warrant articles, Close Annual Town Meeting warrants

April 9, 2019 – BoS review of ATM warrant articles, taking positions of support/non-support, review of Comcast license renewal process

#### ***Executive Session (Collective Bargaining –Police)***

On the motion made by Kate Reid and seconded by Luke Ascolillo, it was unanimously **VOTED** to enter into executive session pursuant to MGL Ch. 30A, §21(a) paragraph (2) to discuss strategy with respect to union (police officers) and nonunion (Chief Fisher) negotiations, as an open meeting may have a detrimental effect on the Town's negotiating position and that afterwards the Board will not return to open session.

ROLL CALL VOTE: *K. Kissinger-Aye, K. Reid-Aye, N. Brown-Aye, L. Ascolillo-Aye and A. Lewis-Aye.*



### **List of documents presented**

1. PowerPoint presentation by Alison Saylor - Proposal for Managing Carlisle Center Park 2019
2. Carlisle Center Park 2019 Proposal submitted by Sabrina Perry, Founder of Center Park
3. PowerPoint presentation by Jeannie Geneczko and George Vendura - Citizens' Petition to Amend General Bylaws Section 10.1
4. PowerPoint presentation by Concord-Carlisle High School- Access Road Reconstruction and Parking at CCRHS.
5. PowerPoint presentation by Claude Von Roesgen –Warrant Article request by Carlisle Household Recycling Committee Pay As You Throw System.
6. PowerPoint presentation – Planning Board chair Peter Gambino re: Proposed Zoning Bylaw Amendments: Recreational Marijuana Establishments Town Meeting April 29, 2019 and Town Election May 7, 2019
7. Proposed Alternative Order of Warrant Articles presented by Town Moderator Wayne Davis
8. Finance Committee /Long Term Capital Committee handouts – FY20 Budget Planning Process Update

# **Proposal for Managing Carlisle Center Park 2019**

Alison Saylor, Certified Master Gardener, MMGA; Carlisle Garden Club member

## **Carlisle Center Park – *A Living Classroom***

This is a proposal for managing Carlisle Center Park, a town property which is now under the direct care of the Carlisle Department of Public Works (DPW). While the DPW is charged with handling routine site maintenance, a different skill set is needed to manage the garden beds and to coordinate event requests. Under the present proposal, these expert and community stewardship skills will be supplied by certified volunteers from the Massachusetts Master Gardener Association (MMGA), working cooperatively with a number of Carlisle community groups.

### **Site Maintenance**

DPW will handle mowing, tree work, snow removal, and irrigation oversight.

### **Expert and Community Stewardship**

The park garden beds will be maintained by a defined outreach project of the Massachusetts Master Gardeners. In this project, certified MMG gardening experts will conduct free, educational gardening classes and workshops during the growing season. These monthly classes are being jointly organized and advertised by the Carlisle Council on Aging and the Carlisle Recreation Commission, with additional community groups – such as the 4H, Scouts and school groups – invited to further assist in supervised weeding and bed maintenance.

A public community-wide spring clean-up and a fall clean-up of the park will be organized with the help of the Carlisle Garden Club.

### **Community Stewardship Model for Park Management**

Park management will be coordinated first by a community-based steering committee, which will evolve into a nonprofit, 501(3)(c) "Friends of Carlisle Center Park" corporation by December 31, 2019. At each stage, this group will be authorized by the Selectmen to create guidelines and a schedule of activities to encourage community use of the park. The group will also develop a new Carlisle Center Park website. Note that the outreach project from the MMGA has been approved; able and willing volunteers have been identified to create and staff both the steering committee and the Friends organization.

### **Expenses and Future Funding**

As Carlisle Center Park is an established garden, few expenses are anticipated. The DPW will use the existing Center Park funds as needed to hire outside experts, such as arborists, when needed. All other horticultural advice and consultation can come from the volunteers, including certified Master Gardeners as well as interested members of the community. Funding for replacement plants, mulch, irrigation upgrades or website fees should be minimal, and will come from the Friends' fundraising efforts.

### **Benefits to the Carlisle Community**

This proposal creates a long-term, sustainable solution by using volunteers rather than paid professionals to maintain the garden beds. Using the site as a "Living Classroom" will create a welcoming space for increased community engagement. The Friends of Carlisle Center Park will assume the burden of park fundraising and event management.

# What is the Massachusetts Master Gardener Association?

**Name:** *Massachusetts Master Gardener Association, Inc.*

**Mass ID Number (2008):** 800272957; **Old Mass ID Number (1977):** 000988836

**Address:** 330 Cochituate Road, P.O. Box 1369, Framingham, Ma 01701

**On the web:** <http://massmastergardeners.org/>

## MISSION AND HISTORY

Under the aegis of the Massachusetts Horticultural Society, the Massachusetts Master Gardener Association is a nonprofit organization, dating back to 1977, whose mission is to share knowledge and experience with the public through outreach programs in education, horticulture and gardening; to provide the Master Gardener Training Program to interested members of the public; and to provide graduates of the Master Gardener Training Program with educational and practical opportunities to extend their knowledge and interests in gardening and related topics, through volunteerism.

In the summer of 2008, the Massachusetts Horticultural Society Master Gardeners formed an independent nonprofit entity called the Massachusetts Master Gardener Association, Inc. As such we have volunteer projects throughout the eastern part of Massachusetts and have strong affiliations with several organizations where we regularly volunteer.

## AFFILIATIONS

- Our first and oldest affiliation is with **Massachusetts Horticultural Society** ("Mass Hort") at Elm Bank. Our base of operations for the MMGA organization is at Elm Bank. We also staff the Mass Hort Help Line and info booths at Mass Hort events.
- **Garden Club Federation of Massachusetts, Inc.** (GCFM). We work with them at the Boston Flower & Garden Show, Blooms and Amateur Horticulture competitions.
- **Tower Hill Botanic Garden**, operated by the Worcester County Horticultural Society. We staff their Help Line and contribute volunteers to work in the gardens and at children's outreach events.
- **New England Wild Flower Society at Garden in the Woods** in Framingham. We have volunteers working in the gardens and in the stock beds and as docents giving tours of the gardens. We also have volunteers working as Plant Conservation Volunteers in the field monitoring endangered species populations and participating in activities to remove invasive plant species.
- Master Gardeners (MMGs) also volunteer time at many **historic and civic gardens**, as well as supporting **youth education in school vegetable gardens**.

---

Adapted from MMGA website and Massachusetts Secretary of State's website.

## **Carlisle Center Park – *A Living Classroom***

A proposed long-term, community-based solution to:

- Manage the gardens and landscape
- Decrease town expense
- Promote gardening education
- Invite broader community participation

## **Shared Landscape Management**

### **Site Maintenance – Lawn, snow, irrigation system and trees**

- DPW to mow lawn, remove snow, maintain irrigation system and trees

### **Expert and Community Stewardship – Garden bed weeding, planting**

- Massachusetts Master Gardeners (MMGs) to maintain beds, primarily by offering free, hands-on gardening classes to the community
- Carlisle Garden Club (CGC) to support maintenance by organizing an annual or semi-annual clean-up by Carlisle community
- Additional education workshops to be co-sponsored by MMGs and civic groups such as 4H, Scouts, and the Carlisle Conservation Foundation



## Community Stewardship Model

**Create an interim steering committee to promote use of Center Park**

- Schedule, manage and advertise community events
- Create and manage new Center Park website
- Create policies and procedures to promote responsible use by community groups

**By end of 2019, create a nonprofit "Friends of Carlisle Center Park"**

- A volunteer has agreed to manage 501(c)(3) application process
- Friends assume responsibilities of steering committee
- Drive fundraising to support park maintenance

## Expenses and Future Funding

**Tree work is the biggest expense anticipated**

- Responsibility of DPW
- Use Center Park funds when appropriate

**Friends of Center Park funds**

- Website fees, mulch, replacement plants, requested modifications
- Friends of Carlisle Center Park will raise funds to offset these expenses

**Volunteers already identified for main tasks**

- Maintain plant beds, schedule community events, create policies and procedures, and manage new Center Park website



## **Benefits to Carlisle Community**

- Provides a long-term, sustainable solution to manage Carlisle Center Park
- Decreases expenses for the town
- Maintains a valuable community resource and a welcoming space for public use
- Creates opportunities to educate and showcase conservation practices that can be replicated on private property

March 10, 2019

To: Carlisle Board of Selectmen  
Kerry Kissinger, BOS Carlisle Center Park liaison

From: Sabrina Elsie Perry, Founder, Carlisle Center Park

### **Proposed solution for management of Carlisle Center Park**

In order to continue the partnership between the Town of Carlisle and the community of donors, Friends of Carlisle Center Park, it is proposed for the coming two years that:

1. The Town of Carlisle provide continuation of the management of Center Park funds by Tim Goddard, Town Administrator.
2. Support from the Friends of Carlisle Center Park and the business community be secured for professional maintenance of Center Park.  
Funds donated and pledged up to January 9, 2019.....\$12,000  
Expected reoccurring donations at \$3,000/year..... \$ 6,000  
The Town continue to provide support: \$3,000/year..... \$ 6,000
3. The Town of Carlisle hire professional Groundskeeper, Tim Malone, for Center Park, starting March 2019.

Thus, the funds and pledges on hand, when matched by yearly support from the Town, would continue the partnership of the donors, Friends of Carlisle Center Park, and the Town of Carlisle in providing for two years upkeep of Center Park.

This proposal is consistent with the 2018 fundraising drive that assured the donors professional care of Carlisle Center Park. The fundraising drive for four year care of Carlisle Center Park was initiated in June 2018 with a goal of raising \$50,000. During the first six months, the drive succeeded to raise \$12,000 in donations and pledges. The donations were made for professional maintenance of Carlisle Center Park, and in particular, the pledges are conditioned on providing professional maintenance for Carlisle Center Park.

Friends Tab, [www.carlislecenterpark.org](http://www.carlislecenterpark.org)

###

## **Addendum to Proposal dated 3-10-2019 for Center Park's Management**

### **Carlisle Center Park Upkeep Requirements and Volunteer Support**

Volunteers were always welcomed and contributed to the maintenance of Center Park; however, the idea of relying on long-term volunteering support has proven not to be practical and eventually more expensive than use of professionals with knowledge and experience.

It is possible to supervise volunteers in weeding and cleaning the plant beds though even these functions require supervision.

Beyond the volunteered support, Center Park requires professionals who will tend to items such as listed below:

1. Care of trees and falling branches, fertilization, prevention of disease and insect infestation, as well as maintaining proper pH of the soil.
2. Control of deer and voles and attention to other pests and weather-related damage.
3. Lawn Care: fertilization, lime application, aeration, and control of broad leaf weeds including dandelions. The lawn requires timely mowing with height adjustment, grass seeding as needed, timely watering and maintaining the irrigation system in cooperation with the Police Department who share the use and expense for watering.
4. Proper maintenance of shrubs: pruning, watering and mulching, fertilizing, and preventing damage due to frost, insects, worms, and deer.
5. Perennials require special care in fertilization due to the nature of delicate root systems. Roses require expert pruning and protection from winter weather with burlap.
6. Care for the parking area includes re-surfacing as needed including filling and preventing pot holes.

These chores, though not exhaustive, exemplify the broad range of responsibilities and care required for Center Park and the need for a committed Groundskeeper. It was fortunate that there was a team of devoted professionals including a knowledgeable Groundskeeper for Center Park and that the community generously has supported this "gem" in the Historic District for over ten years.

The recent expression of generosity of the community during the 2018-2019 fund drive indicates the residents commitment and expectation for continued care and preservation of Center Park.

Sabrina Elsie Perry  
Founder, Carlisle Center Park, dedicated 2007

From: Sabrina Perry <[REDACTED]>  
To: Kerry Kissinger <[REDACTED]>  
Sent: Mon, Mar 11, 2019 9:31 pm  
Subject: Fwd: Work Estimates for Center Park

From Tim Malone  
Phone will send separately  
Best wishes to all.  
Sabrina  
Sent from my iPhone

Begin forwarded message:

**From:** Tim Malone <[REDACTED]>  
**Date:** March 11, 2019 at 9:59:09 PM EDT  
**To:** [REDACTED]  
**Subject:** Work Estimates for Center Park

Hi Sabrina,

Spring Cleanup and Pruning:

8 to 12 hours  
\$320 to \$480

The lawn area is relatively clear, but the beds still have considerable leaves from last fall. There is also fall pruning that was never done.

General Maintenance, April through August:

90 to 120 hours  
\$3,600 to \$4,800

This would include labor for all general garden maintenance and all lawn care. There would also be materials expenses for mulch, fertilizer and other necessities. September begins the fall season and hours generally increase both spring and fall. If there are problems with insect or rodent pests as in the past, additional labor and materials costs may result.

## PURPOSES

- 1) To clarify whether or not we the citizens want to restrict hunting from Carlisle's highways, parks, and other town-owned lands. (Town-Wide Policy Issue)
- 2) To solicit the BOS recommendation of a "Yes" vote

1

## METHODOLOGY (Amend General By-Laws Section 10.1)

### Existing:

- 10.1.1 No person shall hunt, fire or discharge any firearms or explosives of any kind within the limits of any highway, park or other public property, except with the written permission of the Board of Selectmen, or such other town officer or officers as they may designate from time to time.

### Proposed Change:

- 10.1.1 No person shall ~~hunt~~, fire or discharge any firearms or explosives of any kind within the limits of any highway, park or other public property, except with the written permission of the Board of Selectmen, or such other town officer or officers as they may designate from time to time.
- 10.1.2 No person shall hunt within the limits of any highway, park, or other town-owned land.

2



## WHAT ARTICLE DOES/DOES NOT DO

### Does do:

- Does clarify that Long Term town-wide policy regarding hunting on town-owned lands rests with the citizens

### Does not do:

- Does not change Private Property rights by-law
  - Hunting still allowed
- Does not change any Federal or State hunting law within Carlisle borders

3

## VOTE

**"NO" = Keeps Existing Hunting By-Law**

- BOS Authority: Unlimited

**"YES" = Amends by-law**

- Confirms that long term hunting policy remains with the citizens
- Removes 2015 Non-Binding Ballot Question Ambiguity

4

## 2015 NON-BINDING BALLOT QUESTION

*"Shall the town of Carlisle request the Selectmen to place an article on the next Town Meeting warrant to regulate bow hunting on Town-owned lands as an approach to deer management?" Yes 350 No 90*

- Ambiguous interpretations
  - Town-wide policy vote needed?
  - BOS should institute/regulate hunting?
- Never placed on warrant
- History: Ballot Question based on 2015 perceived strong Lyme Disease/deer connection, (since discredited)

5

## NEED/TIMELINESS OF ARTICLE (Slippery Slope)

Town-Wide Hunting is a major, ever-expanding change in Carlisle policy and quality of life

- Pilot 2018 Hunt
- Succeeding Annual Hunts 2019, 2020, 2021,++++
- 5 Parcels lead to additional parcels
- Longer hunting season/More hunting seasons
- Other species
- More weapons: shotguns, muzzleloaders, etc.
- Related hunting activities, e.g., trapping

6

## DEFINITION OF "SUCCESS"

- BOS (Before Hunt) Directive to Deer Committee:  
"Safe and Productive"<sup>1</sup>
- Deer Committee (After Hunt) Declaration of Success:  
No one hurt and 10 Deer
- Expected Measures of Success (Definable/Quantifiable/Carlisle - based):
  - Improved understory<sup>2</sup>
  - Fewer car-deer collisions<sup>2</sup>
  - (Reduced Lyme Disease)<sup>2</sup>
  - Numerous (11) other Deer Committee warnings<sup>2</sup>

<sup>1</sup> Per Kissinger, "(The Deer Committee) agenda was to conduct a safe and productive deer hunt as directed by the Selectmen."

<sup>2</sup> Based upon Deer Committee 2/2/18 , 25 page Presentation "Deer Hunting in Carlisle"

7

## THE BIG QUESTION/CORE VALUES

- Who are we?
- Why did we move here?
- What kind of town/future do we want?

## MAJOR POLICY CHANGE

- Not philosophical questions
- Town-land and use of town-land are major citizens' assets
- Town land is tax issue: \$26,000,000
  - Low industry
  - Minimal development
  - Taxpayers pay dearly for these parcels of trees.

8

## JOINT APPROACH

(Due Process)

- Defuse potentially divisive issue
- Proposed solution: defer to democratic process
- Joint recommendation/(position): vote of “yes” on article
  - Present controversy properly handled and defused
  - Future: eliminates burden of similar decision making
  - Non-confrontational: voters rightfully decide

9

## CARLISLE IS UNIQUE

- Other town's choices/values are not ours
  - Lexington/Concord: tax basis, development
- Other town's safety issues are not ours
  - Lowell, Haverhill: gangs, ethnic strife, drugs, school vandalism
- Other town's problems are not ours
  - Dover, Acton, Westford: Deer
- Mass Wildlife's Zone 10 remedial plan does not apply

10

## **CITIZENS' CONCERNS**

(Sampling)

- Safety/perceived safety
- Core values
- Original land purpose
- Loss of town-land use
- Restricted usage (trails and prime fall foliage)
- Trespassing
- Privacy (surveillance cameras)
- Trash/excrement/entrails
- Seeing dead or injured animals
- Favoritism to 7 Carlisle hunters
- Regulations/administration
- Violations
- Costs
- Signage

11

## **EVIDENCE OF CONCERN**

- 2015 Ambiguous Non-Binding Ballot Question
- 2018 Mosquito Editorial
- 2018 – 2019 Mosquito Letters
- 2019 Citizen's Petition, 53 signatures in 2 hours
- 2019 City in the Woods exchanges

12



## TOWN LANDS ≠ "TRAILS ONLY"

"Trail users should stay on marked trails during hunting season."  
(Greenough Hunting Signage, 9/24/18)

- Trail = 3 ft x Length (sidewalk, track, treadmill)
- Park = Vast areas between trails
  - Nature
  - History
  - Adventure
  - Peace
  - Inspiration

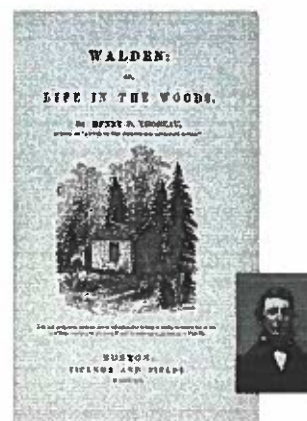
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## CARLISLE'S NEW ENGLAND HERITAGE

**Rockwell**



**Thoreau**



14



## Access Road Reconstruction and Parking at CCHS

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FEBRUARY 2019

### Overview

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Article 16 requests approval for funds for the following on the CCHS Campus

- Reconstruct the access road
- Install lighting along the access road
- Repair sidewalks and curbing
- Create additional parking

## Overview



## Access Road Reconstruction



**Gale also evaluated the campus access road as part of the campus feasibility study**

- Thoreau Street entrance is in poor condition with cracks and patches through the extent of the apron
- Significant ponding with damaged, cracked, and uneven pavement at the Walden Street entrance
- The entire length of the access road has alligator cracks, patches, and potholes
- Tensile strength of the access road is failing and there may be a substandard base material
- Sidewalks and curbing are cracked and in need of replacement

## Access Road Reconstruction



Broken and spalled  
pavement on sidewalks



Sunk utility covers



Multiple patches and  
significant cracking

Concerns have continued regarding the safety of the road and the  
sidewalks and limited ADA Accessibility

## Access Road Reconstruction



Multiple patches and significant cracking

## Access Road Reconstruction



Gale Associates' study provided the specifications to bring road into compliance

- Reconstruction includes new gravel subbase, compaction, and paving of road
- Reconstruction includes new granite curbing, ADA curb cuts, lighting, and drainage improvements
- Estimated cost is \$1,224,812

## Background



2015  
April

- Moved into new CCHS building
- Demolition of old building begins
- Old parking lot still in use

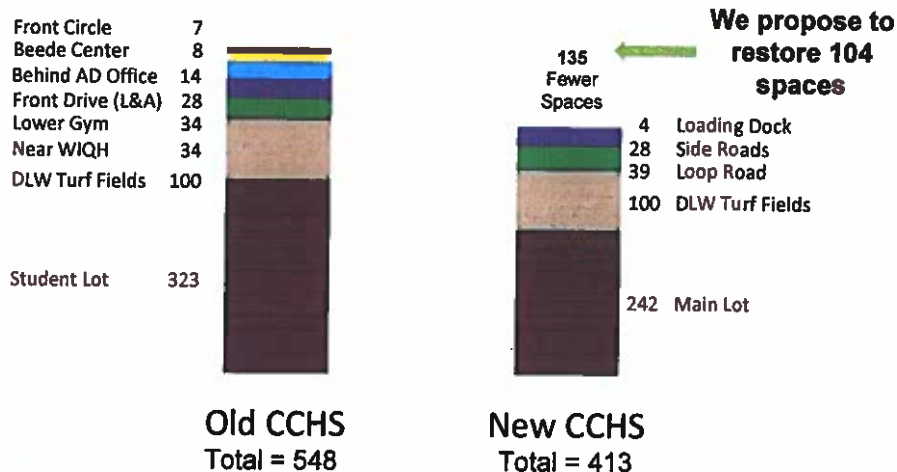
2015  
November

- New parking lot comes online
- Remediation of old parking lot begins
- Campus has 135 fewer parking spaces
- Has resulted in considerable stress for families and administration

## Parking



### Parking Spaces – Old vs. New CCHS



## Parking



Since 2015, multiple actions have been taken to overcome the parking deficit

- Parking Management**
- SC urged a “wait and see” approach
  - Faculty parking moved to upper turf lot
  - School rented spaces from Beede Center
  - Spaces were numbered to improve enforcement
  - Carpool challenge was promoted

## Parking



Since 2015, much consideration has been given to considering options for the campus

### Campus Planning

- Campus Advisory Committee formed in 2017
- Campus Oversight Committee formed in 2018
- Gale Associates engaged to conduct feasibility study in 2018
- Campus Sustainability Committee formed 2019

## Parking



Despite best efforts, parking capacity remains inadequate

- Many drivers (juniors) no longer can have spaces
- Students arrive extra early to grab spots; defeats the purpose of the later start time
- Lack of visitor spaces results in taking of student spaces (IEP Meeting, PA Meetings, Ed Fund Meetings)
- Insufficient capacity for large community events
- Continued stress for students and families
- Huge distraction and time consumer for administration



## Parking



**Why must students drive to school?  
Why can't they take the late bus?**

- Off campus sports CCHS teams – hockey, fencing and golf
- After school jobs
- Caring for siblings (especially single parent households)
- Club sports – soccer, cross-country skiing, rowing, fencing, etc
- Music lessons and performances – often in Boston
- Parking cannot continue to be treated only as a privilege

## Parking



**Gale Associates' study proposed a location  
and size of a future parking lot**

- 104 additional spaces
- Estimated cost of \$790,903
- Would not impede future development of a track and field on the remediated landfill site
- Would not impede future development of an amenities building

## 2019 Town Meeting – Article 16



- School Committee is requesting \$2,000,000 to complete both projects
- Actual costs could be less. CCRSD will only borrow an amount necessary to fund actual project costs with debt service commencing in FY21
- While the estimates Gale provided for both were stand alone, combining Parking and Access Road Reconstruction provides economies of scale
- Based on FY20 assessment ratios and a 10 year repayment schedule, estimated FY21 assessment impact are:

\$210,700 for Concord

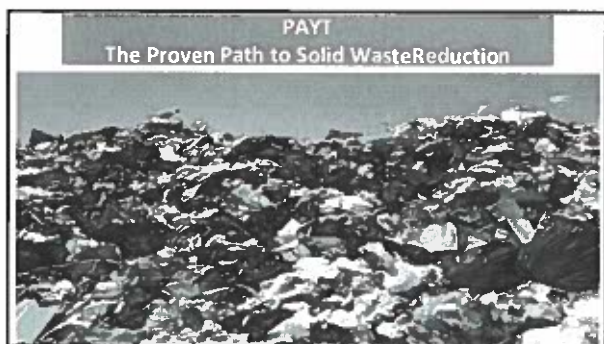
\$69,300 for Carlisle

## 2019 Town Meeting – Article 16



Access Road Reconstruction	\$ 1,224,812*
Restore 104 Parking Spaces	<u>\$ 790,903*</u>
Total	\$ 2,015,715

\*The estimates Gale provided for both of these projects were stand alone projects. We believe combining Parking and Access Road Reconstruction provides economies of scale and will result in savings



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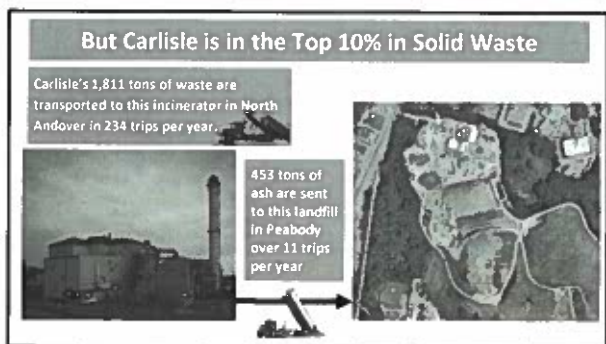
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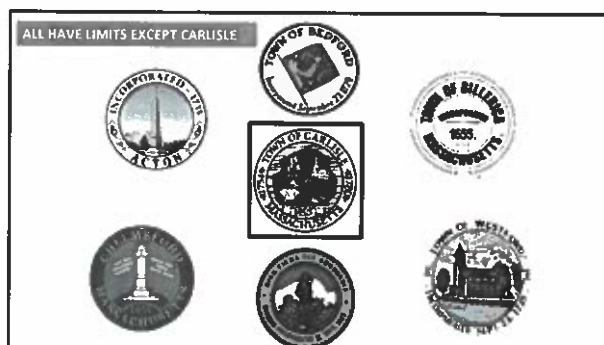
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### What Could PAYT Look Like in Carlisle?

#### The Carlisle Household Recycling Committee Proposal

1. Transfer Station stickers are free
2. 20 free 33-gallon bags per household per year (or equivalent number of 8- or 15-gallon bags)
3. Special PAYT trash bags with town seal bought at Ferns, priced at a rate of 10 cents per gallon
4. Charges for bulky items e.g., couches, TVs, dishwashers, etc.
5. Stop accepting construction and demolition materials

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### How would this impact me financially?

Go to [gconnect.com/payt/](http://gconnect.com/payt/) to calculate for each specific household

The assessed value of my home in Carlisle is: \$1000

I buy: ☐ 15 gallons ☐ 11 gallons ☐ 8 gallons

Please choose the number of bags you bring to the transfer station on each visit:

☐ 1 bag ☐ 2 bags ☐ 3 bags

I visit the transfer station every: ☐ 1 week ☐ 2 weeks ☐ 3 weeks

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### Where does the 44% reduction come from?

- ✓ 11% due to more recycling
- ✓ 12% due to increased composting
- ✓ 10% due to a decrease in bulky items
- ✓ 6% due to a decrease in construction and demolition debris
- ✓ 5% due to textiles and other miscellaneous items

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### The Warrant Article

- PAYT is an important step toward better environmental stewardship  
 PAYT is a fiscally responsible way to control Carlisle's solid waste disposal costs
- The warrant article:
- Specifies a precise PAYT target
  - Leaves specifics at the discretion of the Board of Selectmen
  - Voters will be making an informed choice
  - Comprehensive FAQ Sheet, backed by extensive research re PAYT proposal
  - Calculator allows each household to determine its precise financial impact

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### Conclusion

Change is hard

The time to act is now

Carlisle residents should hear and participate in the discussion of the environmental and fiscal implications of our solid waste program and vote on its future.

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### Conclusion

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**Proposed Zoning Bylaw Amendments:**

**Recreational Marijuana  
Establishments**

**Town Meeting April 29, 2019**

**Town Election May 7, 2019**

**What are we asking the town to do?**

- Vote on 1 and/or both **Zoning By Law Amendments** At **Town Meeting** on April 29<sup>th</sup>, which will require a 2/3 majority to pass.
- Vote on 1 and/or both **Ballot Questions** in the **Town election** on May 7<sup>th</sup>, 2019.



## RECREATIONAL MARIJUANA WHAT MA LAW ALLOWS

- Allows possession, use, distribution, and cultivation of marijuana in limited amounts by persons age 21 and older.
- Provides for the regulation of commerce in marijuana, marijuana accessories and marijuana products, and for the taxation and proceeds from sales of these items.
- *The Proposed Town of Carlisle Zoning Bylaw amendments would not apply to personal consumption*  
**It only pertains to the establishment and zoning of Facilities related to Recreational Marijuana**
- There is no changes being proposed to the the establishment of zoning of *medical related facilities*.

## Marijuana Establishments

The State Defines Eight distinct Marijuana Establishment(ME) types:

- Retailers
- Marijuana cultivators
- Craft co-operatives
- Product manufacturers
- Transporters
- Research facilities
- Laboratories
- Microbusinesses

RECREATIONAL MARIJUANA IN CARLISLE  
WHAT HAPPENS NEXT

- Temporary Moratorium on Marijuana Establishments (MEs) in Carlisle
  - Expired on 12/31/18
  - Cannot be renewed
- IF no local restrictions are adopted in the Zoning Bylaws AND at Town Election:  
**State law will allow one each of the 8 types of Establishments**, subject to:
  - State licensing
  - Host Community Agreement negotiated by BOS

What has steps has the planning board  
taken?

Three options were presented:

1. Sought 2 Temporary Moratoriums while state regulations were being developed.
  - *Note: MA AG has not ratified second moratorium leaving the Town of Carlisle without current regulations.*
2. *Conducted 2 public meetings to gather information, the second including a specialist from Town Counsel on the Matter.*
3. *Conducted town wide survey to gather information.*
4. *Worked with Town Counsel to draft bylaws for 2019 Town Meeting.*

**Survey for Resident Input:  
Recreational Marijuana Facilities in Carlisle  
(December 2018)**

Three options were presented:

1. Establish a permanent town-wide ban on all recreational marijuana facilities
2. Establish a zoning bylaw to regulate and adopt the State statutes for one of each of the State's eight defined facility types
3. Establish a zoning bylaw to limit and regulate recreational marijuana facilities to less than the eight types stipulated by State statute

**Survey Results:  
Recreational Marijuana Facilities in Carlisle**

Results clearly indicated two preferred routes:

1. We had 321 Responses.
2. 258 (81%) respondents were in favor of limiting Recreational Marijuana Facilities in Some form.
3. 186 (58%) respondents were in favor of a complete ban of Recreational Marijuana Facilities.

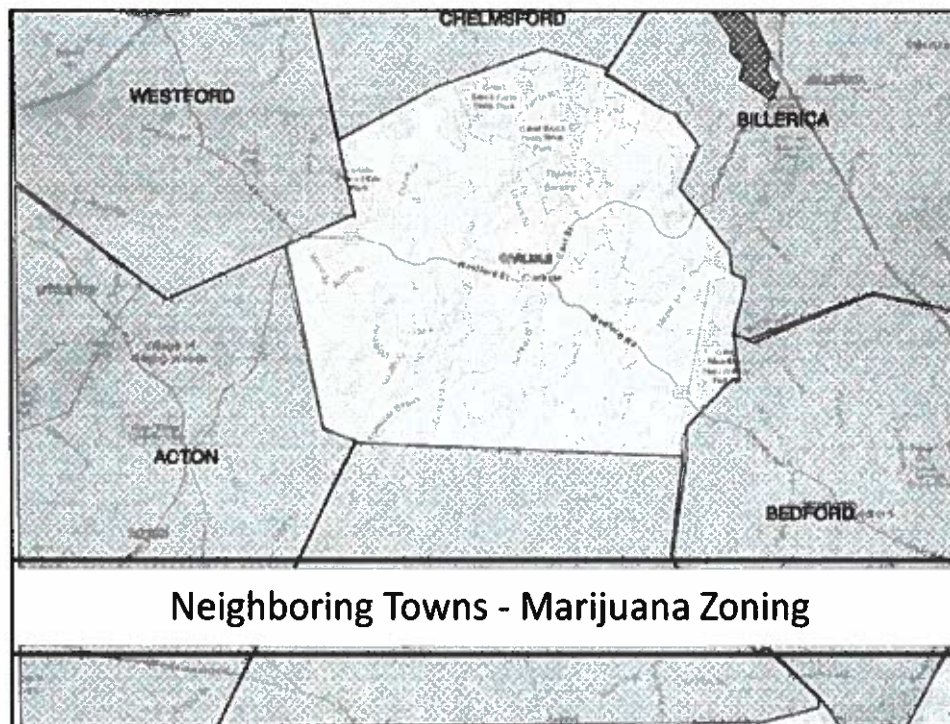
While the first preference was for a complete ban, of those who preferred a limitation, results indicated a strong preference for allowing only two types of facilities: one cultivator and one craft co-operative.

## **Proposed Zoning Bylaw Amendments**

- Two amendments proposed for Recreational Marijuana facilities:
  - Town-wide ban on all facilities
  - Limitation to one cultivator and one craft co-operative only, with location possible only in business districts outside of Town Center.
- Will not apply to personal use of marijuana
- Will not apply to medical marijuana facilities, however some revisions to Zoning Bylaw Section 5.10 may be required to address any Zoning Bylaw amendments that are adopted concerning recreational marijuana facilities.

## **What are Other Towns Doing?**

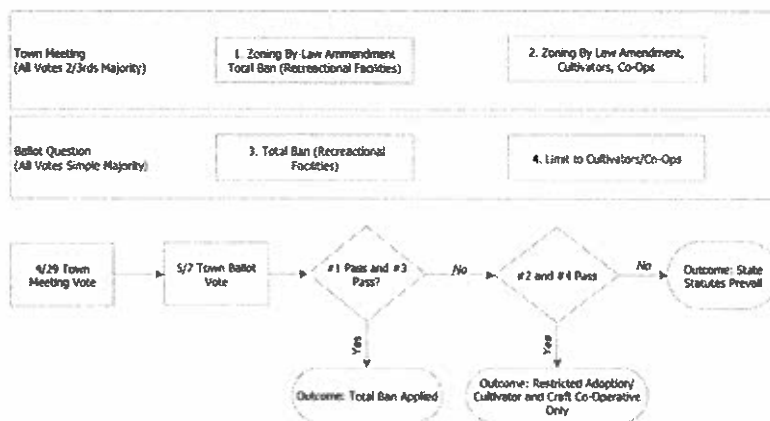
- Concord – Partial Ban (No Retail Establishments)
- Bedford – Partial Ban (No Retail Establishments)
- Acton – Full Ban
- Westford – Full Ban
- Chelmsford – Full Ban
- Billerica – Small Zoning District along Route 3



## What is being asked of the town.

- **Four Total Votes:**
  - **2 Votes in Town Meeting (Requires 2/3rds Majority) (4/29)**
    1. Adopt By-Law to completely Ban Recreational Facilities in the Town Of Carlisle.
    2. Adopt By-Law to limit the establishment and placement of Recreational Facilities in the Town of Carlisle.
  - **2 Votes on the Town Ballet (Simple Majority) (5/7)**
    1. Vote that the town wishes to have a full ban on recreational Marijuana Facilities.
    2. Vote that the town wishes to have a partial ban on recreational Marijuana Facilities.

## TOWN MEETING AND TOWN ELECTION How It Works



### How it will work...

- If Votes for Full Ban pass at both Town Meeting and on the ballot:
  - A zoning bylaw specifying a complete ban of recreational facilities will be submitted to the Massachusetts AG.
- If Either vote for a Full Ban fails, and votes for the partial ban both pass:
  - A zoning bylaw specifying a partial ban of recreational facilities will be submitted to the Massachusetts AG.
- If Either of the Full votes fail, and either of the Partial votes fail, or they all fail:
  - The local laws will revert to the State Statutes with licensing and host agreement negotiation being the only tools to set terms.

### **One Important Note**

- **If you support a full ban, please also support a partial ban!**



**WARRANT**  
**ANNUAL TOWN MEETING – APRIL 29, 2019**  
**THE COMMONWEALTH OF MASSACHUSETTS**

**POSSIBLE ALTERNATIVE ORDER OF ARTICLES**

1. Consent Agenda and Consent Articles (2-8)
9. **ARTICLE 9 – Fiscal Year 2019 Budget Transfers:**
10. **ARTICLE 11 – FY20 Operating Budget:**
11. **ARTICLE 16 – Special Appropriations:**
12. **ARTICLE 17 – PEG (Public, Educational, Government) Local Access Appropriation:**
13. **ARTICLE 10 – Funding for Town Master Plan - - \$160,000**
14. **ARTICLE 19 – Town of Carlisle Complete Streets and Crosswalk Safety Enhancements**
15. **ARTICLE 12 – CAPITAL EQUIPMENT:**
16. **ARTICLE 13 - MUNICIPAL FACILITIES:**
17. **ARTICLE 14 – Fund Remediation Project at 80 Westford Street:**
18. **ARTICLE 15 – Police Station Renovation Project:**
19. **ARTICLE 18 – Approve/Fund Collective Bargaining Agreements:**
20. **ARTICLE 23 – Amend the Carlisle Zoning Bylaws re: Establish requirements and restrictions on siting and operating recreational marijuana facilities  
PROHIBITION ON ALL ADULT USE MARIJUANA ESTABLISHMENTS EXCEPT  
CULTIVATION AND CRAFT COOPERATIVE ESTABLISHMENTS**
21. **ARTICLE 24 – Amend the Carlisle Zoning Bylaws re: Ban Commercial Marijuana Sales:**
22. **ARTICLE 26 – Amend the Carlisle Zoning Bylaws re: Medical Marijuana  
Medical Marijuana Bylaw Amendments**
23. **ARTICLE 21 – Public Safety Communications Equipment Tower Lease:**

24. **ARTICLE 22 – CPA Annual Recommendations:**
25. **ARTICLE 25 – Amend the Carlisle Zoning Bylaws re: Section 5.12, Residential Open Space Community**
26. **ARTICLE 28 – Authorize solar facility lease(s), PILOT Agreements, easements for Transfer Station and CPS parking lot:**
27. **ARTICLE 27 – Amend the Carlisle Zoning Bylaws – Section 5.8, Revisions to Solar District:**
28. **ARTICLE 38 – Resolution regarding support for Pay-As-You-Throw (PAYT) solid waste disposal system**
29. **ARTICLE 29 – SCHOOL PARKING LOT RESURFACING PROJECT:** To see if the
30. **ARTICLE 30 – Amend General Bylaws - new section re: Right to Farm bylaw:**
31. **ARTICLE 31 – Accept MGL Ch. 140, s. 139, no dog license fee for residents over age 70:**
32. **ARTICLE 32 – Amend General Bylaws – Section 12.1, add to list of scenic roads:**
33. **ARTICLE 33 – Amend General Bylaws – Section 3.26, change designation from Housing Authority to Affordable Housing Trust:**
34. **ARTICLE 34 – Funding for Spalding Field Study - \$20K:**
35. **ARTICLE 35 – Concord-Carlisle Regional School District Capital Project:**
36. **ARTICLE 36 – Vote to dissolve Carlisle Housing Authority**
37. **ARTICLE 37 – Citizen Petition re: Easement from Town for nitrogen loading credits**
38. **ARTICLE 39 – Citizens’ Petition to Amend General Bylaws Section 10.1:**

# BOS Coordination Meeting

3/12/19

## FY20 Budget Current View (3/12/19) Executive Summary

- FY20 Guidance - \$29,301,655 (+4.04%) before Long Term Caps, Long Term Debt (includes 2% COLA estimate)
- Outstanding items requiring further discussion and input from BOS of \$96,605
- Outstanding items needing update
  - Library (~\$1,200) to meet MAR
  - Group Insurance & Medicare (confirm estimate)
  - Police Negotiations
  - Vocational School (Other students?, late March)
  - Carlisle School Negotiations
  - Bus Contract/Decision on CPS \$33k request
- Warrants identified as of 3/12: \$2,220,000

Outstanding items requiring further discussion and input from BOS of \$16,605+

- Additional Staffing Hours, \$16,605 +
  - Town Clerk (6 hrs, \$5,839)
  - Conservation Commission: Additional hours and transitioning support from revolving fund to operating budget (\$10,766)
  - Conservation Commission: Grade Change

## Identified Warrants

<b>DPW</b>	
Construction funds for critical safety measures at 3 crosswalks on Bedford Road.	\$50,000
<b>Recreation</b>	
Spaulding field	\$20,000
<b>Facilities</b>	
Police Station	\$725,000
DPW/Town Hall	\$290,000
<b>Fire Dept</b>	
Remediation of Contaminated Soil	\$100,000
<b>Treasurer &amp; Collectors Office</b>	
Financial Consulting	\$3,500
OPEB/GASB Valuation	\$3,000
<b>Planning Board</b>	
Master Planning Process	\$160,000
<b>Carlisle Public School</b>	
School parking lot	\$250,000
<b>CCRSB</b>	
	\$800,000*
* Carlisle contribution	